

MINUTES  
VILLAGE OF ELBURN BOARD OF TRUSTEES  
JANUARY 22, 2019

Board Members Present: Trustees: Ken Anderson, Sue Filek, Bill Grabarek, Matt Wilson

Board Members Absent: President Jeff Walter, Dave Gualdoni, Patricia Schuberg

Staff Members Present: Village Administrator John Nevenhoven; Finance Director Doug Elder, Village Attorney Thomas, Police Chief Nick Sikora; Building Commissioner Tom Brennan; Public Works Supt Phil VanBogaert

Others Present: Residents LeRoy Herra, Charles Munson; Petitioner Kristina Williams

In the absence of Mayor Walter, a motion was made by Trustee Grabarek and seconded by Trustee Filek to appoint Trustee Anderson as temporary Chairman for the evening. The motion carried by unanimous voice vote.

1. Call to Order – Temp Chairman Anderson called the meeting to order at 6:45 p.m.
2. Pledge of Allegiance – Trustee Wilson led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call vote ensued.
4. Public Comment, Awards & Presentations – None
5. Omnibus Agenda (Omnibus Vote) – All items listed with an asterisk (\*) are considered to be routine by the Village Board or were recommended unanimously by the Committee of the Whole and will be enacted by one motion. There will be no separate discussion on these items unless a Board Member or citizen so requests in which event the item will be removed from the Omnibus (Consent) Agenda and considered in its normal sequence on the Agenda.

\*Minutes

<i>*Village Board</i>	<i>January 7, 2019</i>
<i>*Committee of the Whole</i>	<i>January 7, 2019</i>

A motion was made by Trustee Grabarek and seconded by Trustee Wilson to approve the Omnibus Agenda. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Wilson. Nays: None. Motion carried.

6. Mayor – No report
7. Village Attorney – No report
8. Village Clerk – No report
9. Administration
  - a. Discuss and Approve Resolution 2019-02 Personnel Policy Manual – Village Admin Nevenhoven stated all changes discussed at a previous meeting have been incorporated. A motion to approve was made by Grabarek and seconded by Filek. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Wilson. Nays: None. Motion carried.
  - b. Nevenhoven reported he made a presentation in Springfield today for the OSLAD grant applied for by the Village for a park at Keslinger Road and Liberty. No timeline was given as to when a decision will be made.

10. Building and Zoning

- a. Discuss and Approve Ordinance 2019-02 Special Use, Day Care, 108 Valley Drive – Kristina Williams, owner of Creative Beginnings Preschool currently located at the Community Center, said she would like to move to the subject location so she can expand to two classrooms next year. Nevenhoven advised the Village Planning & Zoning Commission recommended approval of the request with no conditions. The subject property is zoned PUD and requires a Special Use in order to allow for a preschool. The Special Use will only be for Ms. Williams, not the property. Ms. Williams continued Lighthouse Academy, located across the street from the subject property, is not a competitor as the service they offer is a completely different program. Williams gave a brief background of her prior teaching experience. Creative Beginnings currently has a total of 60 students and offers three programs with 20 students in each. At the new location, two classrooms are planned with more students in each class. Start times for classes will be staggered in order to help with traffic congestion. There was discussion regarding traffic and safety of students. Williams said parents are required to park their vehicle and bring their child into the facility which will provide more supervision of the children. She feels the proposed location will be safer than the large open parking lot at the Community Center. Williams will stress safety to the parents who are receptive of the move to the new facility. Approximately 60% of Creative Beginnings students are from Elburn, 10% Maple Park, with a few from Sugar Grove, Geneva, etc. A motion to approve the Special Use was made by Wilson and seconded by Filek. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Wilson. Nays: None. Motion carried.

11. Finance Department

- a. Discuss Treasurers Report, Month Ending December 2018 – Finance Director Elder presented the report.
- b. Discuss Revenue and Expenditure Report, Month Ending December 2018 – Elder reported we are at the 67% point of the fiscal year. Revenues are at 66% and expenditures are at 45%. There are some funds that will require budget amendments before the end of the fiscal year. Trustees were encouraged to contact Elder if they have questions regarding the budget.

12. Police Department

- a. Chief Sikora reported he is finishing up a background check and hopes to hire another part-time officer soon. This will bring us up to nine part-time officers. Recruitment and interviews will continue for more part-timers. Sikora stated a couple of full time officers are having some health issues and are off work.

13. Public Works Department

- a. Discuss and Approve Pay Request #1 from Enduro Composite, \$135,820.39 – Public Works Supt. VanBogaert presented. The work is almost complete and expect the job to finish up on budget. A motion to approve was made by Grabarek and seconded by Wilson. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Wilson. Nays: None. Motion carried.

14. Bills

- a. Approve the Bills List – A motion was made by Trustee Grabarek and seconded by Trustee Wilson to approve the bills for Tuesday, January 22, 2019 for \$191,857.51. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Wilson. Nays: None. Motion carried. Plowing costs of the Metra lot was discussed. The lot has been temporarily been downsized in order to keep plowing costs lower.

15. Other Business – Trustee Grabarek suggested a pier or dock be installed at one or two of the larger ponds in town so residents can launch a kayak, fish from it, etc. Not sure of the cost to construct same or liability to the Village. It was stated that park districts have a different type of insurance coverage due to recreational components. Nevenhoven will research and report back to the Board.

Thanks to VanBogaert and Public Works for clearing the streets from the last snow event.

16. Adjourn - Trustee Wilson motioned to adjourn the meeting at 7:10 p.m. with Trustee Filek seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Diane McQuilkin". The signature is written in black ink and is positioned above the printed name and title.

Diane McQuilkin  
Village Clerk